



**Bicycle Pedestrian Advisory Commission
City of Milpitas
Sports Center Conference Room
1325 East Calaveras Blvd.
Milpitas, CA 95035**



****MONDAY**
February 9, 2009
7:00 pm**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call**
- IV. Approval of the Agenda**
- V. Approval of January 12, 2009 Minutes***
- VI. Public Forum**

Members of the audience are invited to address the Commission on any subject not on the agenda. Speakers must supply their name and address for the record. Commission members cannot respond to issues brought forward, but may request the item to be placed on the agenda for future meeting. Each person wishing to speak on an item before the body at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes

- VII. Announcements**
 - 1. Chair Announcements
 - 2. Commission Announcements- Commissioner reports on BPAC meetings, if any
 - 3. Staff Announcements
- VIII. Old Business**
 - 1. Bikeway Master Plan
 - i. Bicycle System Map
 - 2. School Safety
 - i. Suggested Routes to School Program
 - 3. Elections of Chair & Vice-Chair
 - 4. 2009 BPAC Work Plan*
 - 5. South Park Victoria Bike Lane Proposal
- IX. New Business**
 - 1. Milpitas Family Day- May 16, 2009
 - 2. April 2, 2009 Commissioner Brunch
- X. Roundtable/Open Forum**

The Roundtable/Open Forum allows Commissioners to address any improvements or requests in the following topics. City staff can agendaize for the next meeting and/or research and review.

1. Bicycle and Pedestrian Improvements
2. Safety
3. Public Awareness

XI. Adjournment

Next meeting: To be determined

*** Attachment**

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UNAPPROVED MINUTES CITY OF MILPITAS

Minutes: Bicycle Pedestrian Advisory Commission (BPAC)
Date of Meeting: January 12, 2009
Time of Meeting: 7:00 P.M.
Place of Meeting: Milpitas Sports Center Conference Room

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BPAC Members

Present: Chair Cheryl Bunnell, Rene Briones, Aaron Faupell, Cheng-Wei Pei

Staff: Janice Spuller, Duc (Jimmy) Nguyen

Absent: Vice-Chair Nawal Stanojevic, Jose Leon, Wei Sun
Council Member Armando Gomez

Quorum was established.

IV. APPROVAL OF THE AGENDA

Approval of the January 12, 2009 Agenda

Staff Janice Spuller requested item IX-3 "Bike Lane Proposal" move up in the agenda. Chair Bunnell said she would accommodate this request after item VII, Announcements.

Motion to approve the agenda as requested by Staff: Commissioner Briones
Second: Commissioner Pei

All Ayes

V. APPROVAL OF THE MINUTES

Approval of November 3, 2008 Minutes
M/S: Pei/Briones
All Ayes

VI. PUBLIC FORUM

Rob Means, 1421 Yellowstone Avenue, Milpitas
Mr. Means presented to the Commission a flyer on a Personal Rapid Transit (PRT) Conference on March 6 in Oakland. He has sent this via



email to the Commissioners and staff. This conference will be discussing local initiatives such as Fresno, Hacienda Business Park in Pleasanton, and Santa Cruz. On the reverse side of Mr. Means' flyer is an email that was sent to staff Janice Spuller regarding comments to the Bikeway Master Plan with the request to include a pedestrian crossing over the Union Pacific Railroad.

Commissioner Briones added the pedestrian crossing is frequently discussed and requested that this remain a topic for this Commission.

VII. ANNOUNCEMENTS

1. Chair Announcements

Chair Bunnell attended the January 7 VTA BPAC meeting. The VTA BPAC discussed and recommended approval of the Countywide Expressway Plan. There was also a request from the County Roads & Airport (County) to come up with a "wishlist" of 2 or 3 sidewalk improvements within the unincorporated areas of Santa Clara County. The commission discussed Calaveras Road. Commissioner Faupell mentioned Scott Creek and Milmont in Fremont, but is not in Santa Clara County.

Chair Bunnell requested the Commissioners think about locations and email them to her before the next VTA BPAC meeting (February 11).

Chair Bunnell also mentioned the VTA will have a pilot program to implement a bicycle-share program. She asked the commission if there is interest from the Commission to volunteer Milpitas for this program. Commissioner Briones asked if this program is similar to the "Yellow-Bike" program that is implemented in Seattle. Ms. Spuller mentioned Commissioner Leon might have attended a City of Palo Alto BPAC meeting where they were discussing this program. She also added that in discussion with VTA Staff, Milpitas might be a candidate for the pilot program since this Commission has discussed this program.

Chair Bunnell will do some follow up with the VTA on what is required. Commissioner Briones mentioned that theft maybe a reason some programs did not work out.

2. Commission Announcements-Commissioner reports on BPAC meetings

There were no Commission Announcements.

3. Staff Announcements



Staff Janice Spuller announced the new Milpitas Library on Main Street had a grand opening event on January 10, 2009. It's a big great building for the community to enjoy.

Ms. Spuller also mentioned that an emailed flyer was sent to the Commission regarding the Milpitas Town Hall Meeting, February 5, 2009 at 7:00pm in the Milpitas Community Center. The topic of the Town Hall Meeting is "Emergency Preparedness".

Chair Bunnell asked if the old library will become the new Senior Center. Ms. Spuller said yes, the City has already started planning for the new Senior Center.

Ms. Spuller also added that staff will be working with the VTA on a Milpitas Community Plan. This will give an opportunity to look at the City's existing transit service. This plan will be complete by the end of the Summer.

Chair Bunnell added that there is a lot of information on the VTA website for regional information (www.vta.org.) At the VTA BPAC meeting the Chair will be asking to share a "wishlist" of needs. Chair Bunnell has a wish to do some "safe walking" outreach because many pedestrians do not realize they are unsafe walkers. She asked the Commission to keep this in mind and possibly think of outreach.

Commissioner Briones also asked when the roadwork in front of the new Library will be complete. Staff Jimmy Nguyen answered that the City is waiting to award the project. The City received a construction permit from Caltrans and will advertise and award the project by Summer. Mr. Nguyen stated they are working as fast as they can and are working with grant requirements.

VIII. OLD BUSINESS

1. Bikeway Master Plan

Ms. Spuller reported the Plan is in our City Attorney's office for review to see if additional environmental review is necessary for some of our suggested projects such as the "road diets" on Park Victoria Drive and Jacklin Road. Staff is anticipating the update go to City Council by February.

Commissioner Faupell asked to receive a copy of the changes incorporated in the plan. Ms. Spuller provided Commissioner Faupell a letter regarding his comments with the City's responses. Most



comments were incorporated in the document.

Besides the time delay, Ms. Spuller stated this is a good comprehensive plan and staff is already looking into grant funding sources for some of the projects.

Ms. Spuller stated this is a General Plan Amendment so it will be reviewed by the Planning Commission and City Council.

2. School Safety

i. Suggested Routes to School Program

Ms. Spuller stated a Request for Qualifications will be announced this month to update all the school walking and bicycle route maps. Ms. Spuller will the RFQ to the Commission and possibly have a member from the BPAC participate in reviewing the Qualifications.

ii. Escuela Schools Traffic Congestion Committee

Ms. Spuller stated she and resident Rob Means attended the last meeting in December. Breathe California is doing a peer-education program to middle school students. Chair Bunnell has some comments she would like to share with Breathe California. Ms. Spuller will provide Chair Bunnell with the contact at Breathe California.

3. Bicycle event

Ms. Spuller stated after the November 2008 meeting, she was informed by Recreation that they will not be hosting the event this year due to financial restraints, but next year, 2010. She did state that Recreation is hosting "Family Day" event on May 16, and is hoping that this group can participate by promoting bicycle and walking table. Chair Bunnell stated she could help out and mentioned it is nice to have VTA Bicycle Maps to distribute.

IX. NEW BUSINESS

1. Elections of Chair & Vice-Chair

Chair Bunnell would like to defer the election of Chair & Vice-Chair due to half of the Commission not present.

2. 2009 BPAC Work Plan

Ms. Spuller discussed the work plan and because of our meeting date changes, wanted to know how often and when the Commission would like to meet.



Commissioner Faupell suggested meeting monthly.

Chair Bunnell stated BPAC would get more items done if the Commission met monthly and that there be additional groups or committees that would meet separately to discuss projects pending the Brown Act. She is open to discussion for monthly.

Commissioner Faupell suggested that the other members not present were polled regarding monthly.

The next scheduled meeting is February 9, 2009. This meeting is a rescheduled from the December 8, 2008 meeting. Chair Bunnell stated that we should tell all the members it is important to attend because we will discuss changing the entire schedule and plan. Commissioner Briones also mentioned because of the Bikeway Master Plan update, the BPAC should be meeting frequently. Commissioner Briones also mentioned that since we always postpone the December meeting, that maybe we should meet on odd-numbered months. If the Commission decides to meet monthly, he will be asking if the meeting can be rescheduled to a different date. Commissioner Briones stated Tuesdays, Wednesdays, and Thursdays are his availability.

Chair Bunnell stated Wednesdays are not convenient for her because of the VTA BPAC, unless it is not during that week.

Commissioner Pei stated Wednesdays or Thursdays are available.

Commissioner Faupell stated any day except Friday.

Ms. Spuller will check with the other Commissioners not present regarding their schedule.

Ms. Spuller reminded the Commission that the Council Liaison is Council Member Gomez. She also updated the Council that the Mayor has not made his assignment on commission and regional transportation boards such as the VTA.

4. Bike Lane Proposal

This item was discussed after Announcements.

Staff Jimmy Nguyen presented this item referring to large plotted drawings and plan lines of the North & South Park Victoria Drive.



i. North Park Victoria Drive

This location is between Calaveras Boulevard and Jacklin Road. This project will reduce the existing 4-lane roadway to a 2-lane roadway with bike lane and a two-way left-turn lane. Mr. Nguyen stated this is conceptual and there are more details to be worked out. Parking is maintained & 5-foot bike lanes on each side. Parking is 8 feet wide. Vehicle travel lanes will be 12 feet.

Commissioner Faupell stated there is a bicycle lane gap on Jacklin Road from Park Victoria to I-680. Mr. Nguyen stated possibly next year it would be a slurry seal of Jacklin Road and connect the bike lane gaps. Commissioner Faupell also mentioned there is a merge lane on Park Victoria northbound to eastbound Jacklin Road. He suggested removing the merge lane and connecting the bicycle lane to Park Victoria north of Jacklin Road.

Commissioner Faupell noted that there is no bicycle lane west of Park Victoria on Jacklin Road and continues about 0.8 miles after the intersection.

Mr. Nguyen stated the next steps is to do community outreach to get in “buy-in” from the residents. There are a few areas where parking maybe removed at Kennedy Drive. Also there are improvements planned at Kennedy Drive. Another step is to perform analysis to review the volumes along Park Victoria.

Commissioner Faupell asked why the turn lanes stop at intersections. Mr. Nguyen stated it is a typical Caltrans standard.

Commissioner Faupell noted that north of Jacklin Road along Park Victoria because a one lane road. Mr. Nguyen stated that this suggestion would require intersection improvements and/or movement of the bicycle lanes. It is possible to change the intersection configuration to a right-turn only and through lane.

ii. South Park Victoria Drive

Mr. Nguyen discussed that Phase I from Calaveras Boulevard to Yosemite Drive included bicycle lanes. Phase II, this project, will include improvements from Yosemite Drive to Big Basin



Drive. The street improvements begin at Yosemite Drive. This is not a road diet. Parking is maintained, though there are certain locations that are already marked as “No Parking” and will not change.

Mr. Nguyen stated the east side of Park Victoria will include bicycle lanes continuing from Yosemite Drive to Big Basin Drive. These lanes will be 5 feet including curb and gutter. From Big Basin to Landess Avenue, Park Victoria will be marked as a bicycle route.

Commissioner Briones mentioned from Big Basin to Landess, there is no parking. Mr. Nguyen stated there is no parking however because the median-island configuration, there is no room for bicycle lanes. It is currently signed as a bike route.

Mr. Nguyen added from the west side of Park Victoria, there will be a bicycle lane from Yosemite Drive to Platt Avenue, then continue on as a bicycle route. Mr. Nguyen stated there will be a 9 foot lane for parking and bicycle lane that will be marked with a “sharrow”. The sharrow is located within the traffic lane.

Commissioner Faupell asked if the City will check if the storm drain grates are in the bicycle lane. He just wanted to make sure the position is such so the bicycles can just roll over them.

Mr. Nguyen stated these plans were completed 3 years ago, however there were no funds to complete the project. With funds this year, staff hopes to go out to bid for construction in March/April this year and start this summer.

Mr. Nguyen stated the next steps is to have City Council review these plans. Once approved, staff will go to bid to hire a contractor to start construction.

Ms. Spuller summarized if BPAC approves these plans, this can be included in the staff report to City Council.

Chair Bunnell asked if there was a motion to approve the plans and recommend to the City Council, pending confirmation of the storm drain grates.



Chair Bunnell asked if the plans can be emailed to the Commission to review and comment on before it goes to Council. Mr. Nguyen said he can forward this to Ms. Spuller to email to the Commission for review by Tuesday, January 20, 2009.

Commissioner Faupell has concerns of where the road markings are located, especially the sharrow markings. Mr. Nguyen will check and let the Commission know via email.

X. ROUNDTABLE/ OPEN FORUM

1. Bicycle and Pedestrian Improvements

Commissioner Faupell mentioned that Foothill Expressway has bicycle lanes and is wondering why Montague Expressway is going to be “delineated not designated”.

Chair Bunnell asked Commissioner Faupell to email her this question and she can ask the County to clarify.

Ms. Spuller mentioned the City of Milpitas will be reviewing the County Expressway Plan at the City Council meeting next Tuesday January 20, 2009. Chair Bunnell added that Commissioner Faupell can attend the VTA BPAC meetings. They meet the 2nd Wednesday of the month at 3331 North First Street.

Chair Bunnell stated the VTA BPAC already recommended approval of the County Expressway Plan to the VTA Board of Directors. Between Chair Bunnell and Ms. Spuller, they will discuss the scheduling of adoption of the plan.

Ms. Spuller reiterated the reason for delineating instead of designated bicycle lanes along the expressways was due to the impression that the expressways were safe for all cyclists, but in actuality, it is more for the experience cyclists, such as bicycle commuters instead of young recreational cyclists.

2. Safety

There were no items of discussion regarding Safety.

3. Public Awareness

There were no items of discussion regarding Safety.

XI. ADJOURNMENT Chair Bunnell adjourned the meeting at 8:10 pm.



*Next Meeting: **February 9, 2009***



2009 Annual Work Plan

Bicycle Pedestrian Advisory Commission

Founded June 19, 1990, the Bicycle Pedestrian Advisory Commission (BPAC) advises the City Council about modification and expansion of the City of Milpitas' bikeway and pedestrian system. The Commission's goal is providing information that ultimately results in safe and convenient bicycle and pedestrian routes throughout the City. The Commission consists of five members and two alternates. Members are appointed to three-year terms and alternates are appointed to two-year terms.

BPAC meets bi-monthly, on the second Monday of every other month beginning in February at 7:00 pm in the City of Milpitas Sports Center Conference Room. For calendar year 2008, BPAC will meet January 14, 2008 instead of December 10, 2007, and November 10, 2008 instead of December 8, 2008. The meetings consist of reviewing development projects in relation to bicycle and pedestrian impacts as well as planning future programs and projects.

Proposed project work plan:

Time Frame	Activity
Ongoing Participation	<ul style="list-style-type: none"> ♦ Review and comment on City development projects pertaining to bicycle and pedestrian access ♦ Promote the City of Milpitas as a bike-friendly city: <ul style="list-style-type: none"> ○ League of American Bicyclist, ○ Bicycling Magazine ♦ Get sponsors to fund distribution of bike safety items, such as helmets, back lights, leg bands, etc. ♦ Participate in the Traffic Congestion Committee for Escuela Parkway schools ♦ <i>Valley Transportation Authority (VTA) Bicycle and Pedestrian Advisory Committee (BPAC)</i> <ul style="list-style-type: none"> ○ Attend monthly meetings of VTA BPAC ○ Advocate Milpitas Bicycle needs as they related to the regional bicycle issues ○ Report Back to BPAC on regional bicycle activities



2009 Annual Work Plan

Bicycle Pedestrian Advisory Commission

Time Frame	Activity
January- March	<ul style="list-style-type: none"> ♦ Election of Officers- Chair and Vice Chair ♦ Participate and promote Tour De California, February 17-24, 2008 ♦ Begin planning for Walk to School Day- October 2008 ♦ Begin planning for Bike to Work Day ♦ Ask the City Council to declare a Bike Safety Day, which will coincide with Bike the Milpitas Trails. We can ask the members of the City Council to ride their bikes at these trails to promote them, promote bike riding and promote bike safety. This event must be heavily promoted, with the involvement of the Milpitas Post, prior and during the event.
April- June	<ul style="list-style-type: none"> ♦ <u>April 4, 2009 Commission Recognition Event</u> ♦ Suggested Routes to School & Walk to School Day Planning ♦ Bike to Work Day <ul style="list-style-type: none"> ○ Bike to Work Day Proclamation ○ Bike to School Day Proclamation ○ Host and coordinate energizer stations the morning of Bike to Work Day ○ Plan a Bicycle Event ♦ <u>Milpitas Family Day (May 16)</u> <ul style="list-style-type: none"> ○ Host Bicycle Corral ○ Table event with Bicycle Safety information and/or helmet fitting with giveaway
July-September	<ul style="list-style-type: none"> ♦ Bicycle Master Plan and System Map Update Review ♦ Art and Wine Festival host bicycle corral; distributed safety education materials, maps and giveaways, provide signage ♦ Ask assistance from the crossing guards to remind students to properly ride their bikes and wear helmets properly. ♦ Coordinate with Milpitas police to host bicycle helmet safety



2009 Annual Work Plan

Bicycle Pedestrian Advisory Commission

Time Frame	Activity
	<p>assemblies.</p> <ul style="list-style-type: none">♦ Post updated Bicycle Master Plan and revised map on the City's website♦ Plan for Halloween Safety
October- December	<ul style="list-style-type: none">♦ Create or order a child safety brochure to distribute to schools♦ International Walk to School Day Proclamation♦ Halloween Safety promotion

BPAC will post any public information on the City's website including (but not limited to) meeting agenda, minutes, safety information, and the City's bicycle map.